



State of Connecticut
Department of Developmental Services

DDS

North Region

Ned Lamont
Governor

Peter Mason
Deputy Commissioner

Jordan A. Scheff
Commissioner

Elisa F. Velardo
Regional Director

To: Private Providers of Day Services
From: DDS Employment & Day Division
Date: November 8, 2021
RE: East Hartford Mailroom/Copy Center/Breakers Café

DDS is offering a Notice of Opportunity for a DDS qualified provider to manage, oversee and provide creative growth for a Group Supported Employment program at the East Hartford DDS office. Successful applicants will demonstrate:

- Are/will become a DDS Qualified provider of ETS and GSE
- Commitment to individuals earning real pay for real work
- Endorse a customized approach to a myriad array of jobs/job duties
- Access and recommend assistive technology when appropriate
- Offer training and collaborative engagement to host site business employees as appropriate
- Commitment to integrated, competitive employment for workers in this program

As funds are available, DDS will cover the cost of Assistive Technology required to improve the workers' ability to learn new skills and achieve community placement.

Application process & timeline:

- A FAQ document will be created to answer questions submitted by interested providers. All questions should be submitted to martin.zaugg@ct.gov by **Wednesday, November 24, 2021**.
- The FAQ will be posted to the DDS website in a Frequently Asked Questions document by **Friday, December 3, 2021**.
- Completed applications must be submitted to Julie.Bouchard@ct.gov by end of day **Friday, December 10, 2021**.
- Awarded applicant should prepare to start support services onsite no later than **Monday, January 31, 2022**.

North Regional Office
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